



PART 1
GENERAL ORGANISATION OF CYCLING
AS SPORT

PART 1: GENERAL ORGANISATION OF CYCLING AS A SPORT

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These Rules and Regulations of Cycling SA are to be read in conjunction with the Rules and Regulations of the UCI and the Rules relating to each specific discipline, which will take precedence in the event of any conflict in content, context or interpretation.

This Part 1 of the Rules and Regulations of Cycling SA relates to all cycling disciplines. Specific requirements relevant to a particular discipline are referred to in the section of the Rules and Regulations applicable to such discipline.

SECTION 1: DEFINITIONS & PROCEDURES OF LICENSING & MEMBERSHIP

All first time applicants may be requested to provide a certified copy of their identification document or other suitable proof of identity to validate their correct age and nationality. A member of Cycling SA is defined as being a natural person who has made application to Cycling SA and has been issued with one of the forms of licence, membership or recognition as set out hereunder or approved by Cycling SA.

1.1 LICENCE HOLDERS

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| 1.1.1 | “DAY LICENCE” | means a licence issued to a cyclist who does not hold a Membership Licence and who wishes to participate in a Cycling SA sanctioned event. |
| 1.1.2 | “EVENT ORGANISERS LICENCE” | means a licence issued to an entity or individual approved by Cycling SA who organises an event on the Cycling SA Calendar. |
| 1.1.3 | “EXCO” | means the Executive Committee of Cycling SA. |
| 1.1.4 | “FULL RACING LICENCE” | means a licence issued to any cyclist who competes in any of the age specific racing categories recognized by Cycling SA or the UCI including the following: <ul style="list-style-type: none"> (a) National or Provincial Championships. A Full Racing Licence is not required in order to be eligible to participate in the Provincial Championships but is required in order to be eligible for provincial colours. (b) Any event sanctioned by Cycling SA which offers prize money to specific age categories. |

- 1.1.14 **“UNSPECIFIED LICENCE”** means a licence or similar recognition which may be issued:
- (a) to any individual on whom Cycling SA has conferred honours for service or has been made an Honorary Life President as specified in the Constitution of Cycling SA; or
 - (b) to any individual officially representing an affiliated body whilst in that capacity and who shall be recognised as a Member of Cycling SA; or
 - (c) as part of the requirements of the UCI.

1.2 **CYCLING LICENCE**

- 1.2.1 A licensed cyclist is a cyclist who is in possession of a valid licence issued or recognised by Cycling SA or the UCI and who must be able to produce such licence at race registration or when requested to do so by any race official or a member of EXCO.
- 1.2.2 Any person requiring a cycling licence shall make application for such licence either directly to Cycling SA or through that person’s respective Provincial Body or club according to the administrative procedures implemented by Cycling SA.
- 1.2.3 A cycling licence is issued to a person:
- (a) whose application for a licence for the current calendar year has been approved by Cycling SA; and
 - (b) who has never taken part in any cycling event in which any of the competitors were, to the cyclist’s knowledge, under suspension or ineligible to compete under the Rules and Regulations of the UCI or Cycling SA; and
 - (c) who is not under any form of suspension, including, but not limited to doping violations, rule breaches or who has not paid any fines issued by Cycling SA or the UCI.
- 1.2.4 In any competition held under the Rules and Regulations of Cycling SA, the eligibility of any cyclist shall be guaranteed by the governing Provincial Body to which the cyclist belongs. If any objection is taken to the status of any such cyclist, such objection shall be referred to the President Commissaire. If the matter cannot be resolved prior to an event sanctioned by Cycling SA, the cyclist shall be allowed to compete “under protest” and the matter shall thereafter be referred to Technical & Commissaires Commission of Cycling SA (“TCC”) for decision.

- 1.2.5 The Provincial Body to which a cyclist is affiliated shall be determined by the residential address recorded on the Cycling SA database.
- 1.2.6 In order to apply for a Full Racing Licence, a cyclist must be a member of a club affiliated to Cycling SA and the holder of a Full Racing Licence shall be eligible for provincial or national selection.
- 1.2.7 Cyclists holding a Day Licence or a Membership Licence may participate in cycling events, that form part of a series, but only cyclists holding a Full Racing Licence may accrue series points.
- 1.2.8 BMX and MTB cyclists may be issued with a Full Racing Licence in all age categories. Provided that those cyclists in the Under 17 or younger age category during the year in which the Full Racing Licence is issued will pay the same fee as if the cyclist had been issued a Membership Licence and will be exempt from paying the Full Racing Licence fee.
- 1.2.9 Clothing and advertising restrictions apply to cyclists holding a Full Racing Licence. A cyclist holding a Full Racing Licence can only ride in team, club or neutral clothing unless selected for a National or Provincial Team and, in respect of MTB cyclists holding a Full Racing Licence, Chapter 3 of the UCI Rules regarding MTB clothing will apply.
- 1.2.10 The holder of a Full Racing Licence may not compete in a cycling event which has not been sanctioned by Cycling SA as per the UCI Rules and Regulations.
- 1.2.11 A Membership Licence allows a cyclist to compete in all sanctioned cycling events including inter-provincial events Provincial Championships and league races, excluding National Championships.
- 1.2.12 In all other events, other than National Championships, cyclists may participate with a Day Licence, issued by the relevant Provincial Body and it shall be valid for a 24-hour period commencing at 00h00 on any given day.
- 1.2.13 Any member of Cycling SA of any age who satisfies the minimum requirements as specified by the International Paralympic Committee and the UCI may be issued with a Para-cycling Licence

1.3 **INTERNATIONAL LICENCE**

- 1.3.1 All International Licenses shall be issued by Cycling SA.
- 1.3.2 Applications shall be made in writing to Cycling SA accompanied by proof of medical, travel (when racing outside the South African borders) and repatriation insurance.
- 1.3.3 All International Licenses will be issued with “valid from” and “valid until” fields which will be determined by the validity of the insurance provided.

- 1.3.4 All cyclists from a Professional, Continental and Pro Tour team whose particulars reflect on the UCI website as a registered member will be issued with an International Licence when applying for a Full Racing Licence.
- 1.3.5 No additional costs will apply to be issued with an International Licence.
- 1.3.6 Cycling SA will issue a letter of permission to participate internationally reflecting all insurance particulars.
- 1.3.7 Any cyclist who competes in a cycling event held outside the jurisdiction of Cycling SA shall notify Cycling SA in writing prior to participating in such event.

1.4 **LICENSING PROCEDURE FOR CYCLISTS**

- 1.4.1 All licence applications shall be made online and the terms and conditions must be agreed to by the person applying. If required, approval from the club or the Provincial Body must be obtained.
- 1.4.2 By lodging an application with Cycling SA for any Licence, the person applying agrees to abide by the Rules and Regulations of Cycling SA and the UCI.
- 1.4.3 The issuing of a licence is always discretionary.
- 1.4.4 The licence fee shall be determined by EXCO and ratified at the AGM of Cycling SA from time to time.
- 1.4.5 All members and licensed cyclists will be solely responsible to be insured annually against personal injury whilst racing.
- 1.4.6 Except for Membership Licenses, all licenses shall expire on 31 December of each year and no cyclist may compete in any race held under the rules of Cycling SA unless in possession of a current licence.
- 1.4.7 Any club, association or organiser allowing an unlicensed cyclist to compete in any open race or meeting organised by such body or person will be subject to disciplinary action as decided by EXCO in respect of each instance.
- 1.4.8 Any person holding a valid Licence issued by Cycling SA or the UCI and who participates in any event not sanctioned by Cycling SA or the UCI will be subject to disciplinary action.

1.5 **LICENSING OF TEAM MANAGERS**

- 1.5.1 The approval of an annual Team Manager's Licence (including a Team Manager to National, Provincial, Club or Sponsored Teams) shall be at the discretion of the TCC.

- 1.5.2 Team Manager's Licenses shall be issued upon written application after the successful completion of a Cycling SA approved course for team managers and the payment of a fee specified by EXCO. Such application shall include a photograph and signature of the holder. EXCO may at its discretion specify different fees for different categories of team manager.
- 1.5.3 No person may act as team manager at any event held under the jurisdiction of Cycling SA unless displaying the appropriate licence for identification purposes.
- 1.5.4 A Team Manager's Licence will be granted in accordance with the experience of the applicant.
- 1.5.5 Types of licenses for Team Managers:
- (a) "D" GRADE TEAM MANAGERS LICENCE – PRELIMINARY: This licence shall be issued to any person who is 18 years of age or older and who has successfully completed an online assessment or attended a team managers training course and successfully passed the "D" grade exam approved by Cycling SA. The holder of a "D" grade Team Managers Licence shall be entitled to perform the functions of an assistant to a team manager at Provincial or Regional Cycling Events.
 - (b) "C" GRADE TEAM MANAGERS LICENCE – PRIMARY: This licence shall be issued to any person, who is 18 years of age or older and who has attended a team managers training course and has successfully passed the "C" grade team managers exam approved by Cycling SA. This allows a person to perform the functions of a team manager at Provincial cycling events.
 - (c) "B" GRADE TEAM MANAGERS LICENCE – INTERMEDIATE: This licence shall be issued to any person who has held a "C" grade team managers licence for not less than two years, who has attended a team managers training course and has successfully passed the "B" grade team managers exam approved by Cycling SA. This allows a person to perform the functions of a Team Manager at a National level and at International Club level events.
 - (d) "A" GRADE TEAM MANAGERS LICENCE – PROFESSIONAL: This licence shall be issued to any person, not younger than 23 years, of age who has held a "B" grade team managers licence for not less two years. An "A" grade team managers licence shall be issued to a team manager elected or appointed by, and at the discretion of, Cycling SA, in consultation with the TCC, to manage a team for the duration of an international level event only, whereafter the team manager's licence will revert to a "B" grade team managers licence.
- 1.5.6 All holders of a Team Managers Licence shall be solely responsible for making provision and taking out sufficient personal and public liability insurance while performing the functions at any level.

1.6 **LICENSING OF TEAM MECHANICS, TEAM ASSISTANTS AND OTHER TECHNICAL PERSONNEL**

- 1.6.1 This licence shall be issued solely at the discretion of Cycling SA. No person may act as Team Mechanic, Team Assistant or in a technical position as determined by Cycling SA, at any event held under the jurisdiction of Cycling SA unless displaying the appropriate licence for identification purposes.
- 1.6.2 All Team Mechanics and Team Assistants and other technical personnel shall be solely responsible for making provision and taking out sufficient personal and public liability insurance while performing the functions of a Team Mechanic or Team Assistant at any level.

1.7 **LICENSING OF CYCLING OFFICIALS**

- 1.7.1 An Officials Licence shall be issued to persons who have passed the relevant examinations and whose application to become a Cycling Official has been approved by the Director of the TCC.
- 1.7.2 Cycling SA shall be responsible for making provision and taking out sufficient personal and public liability insurance to cover all Cycling Officials while performing the functions as a Cycling SA official in terms of the Rules and Regulations of Cycling SA or the UCI. This insurance will cover the Cycling Official from the time that he or she departs his or her residence in order to perform duties as a Cycling Official until his or her return to his or her residence after performing such duties.

1.8 **LICENSING OF EVENT ORGANISERS**

- 1.8.1 An Event Organisers Licence shall be issued to race or event organisers who agree to comply with the terms and conditions of such licence as set out by Cycling SA, who have provided the necessary and required insurance documentation and have paid the fee set by EXCO.
- 1.8.2 An Event Organiser will be permitted to arrange and organise cycling events provided that that person has been issued with an Event Organisers Licence and has been provided with a certificate issued by Cycling SA or its affiliate sanctioning such event.
- 1.8.3 An Event Organiser, holding an Event Organisers Licence, shall:
- (a) meet and maintain the standards set by Cycling SA when issuing an Event Organisers Licence;
 - (b) comply with the Rules and Regulations of Cycling SA and the UCI;
 - (c) apply on an annual basis to renew that licence, which shall expire on 31 December each year;
 - (d) be considered to be an affiliate of Cycling SA.

1.9 **AFFILIATED ASSOCIATIONS**

- 1.9.1 A club is an entity consisting of likeminded people who participate in organised sport on a professional, semi-professional or recreational basis.
- 1.9.2 Any association or Provincial Body which promotes the sport of cycling may affiliate to the provincial associations of Cycling SA and may promote a sports meeting, race or other cycling competition.
- 1.9.3 The Provincial Bodies have the power and obligation to
- (a) Direct, develop, regulate, control and discipline cycling under all forms in the jurisdiction of the province by drafting and enforcing rules and regulations, providing that they do not conflict with any of the Rules and Regulations of Cycling SA or the UCI.
 - (b) Promote, encourage and organise cycling at all levels and disciplines within the province.
 - (c) Encourage friendship between all members of the cycling world.
 - (d) Promote sportsmanship and fair play.
 - (e) Protect the interests of cyclists.
 - (f) Represent the sport of cycling and defend its interests before Cycling SA committees and all national and local authorities.
 - (g) Cooperate with Cycling SA, in particular with regards to the participation of cyclists in provincial and national events.
 - (h) Exercise jurisdiction over all affiliated Cycling Clubs, Cycling Associations, Cycling Bodies and Cycling Organisations and holders of a licence issued by Cycling SA or the UCI within their respective provinces.
- 1.9.4 Rules relating to associations affiliated to Cycling SA:
- (a) Applications and proposed dates for holding open meetings or other cycling competitions must be submitted through the Provincial Bodies for confirmation by Cycling SA.
 - (b) Failing mutual agreement, Cycling SA, whose decision shall be final, shall adjust the fixtures. Such alterations will be completed before the printing of the calendar and no changes will be implemented without the consent of the affected provinces whose consent shall not be unreasonably withheld.

- (c) All associations or affiliates to Cycling SA shall place on their letterheads, programmes, fixture lists, etc., a statement to the effect that they are affiliated to Cycling SA.
- (d) All sanctioned cycling events shall be held under the Rules and Regulations of Cycling SA and the UCI and all advertisements, programmes, etc. must carry a statement to the following effect; “This event is held under the Rules and Regulations of Cycling SA and the UCI.”
- (e) Cycling events not sanctioned by Cycling SA shall not be permitted to take place.

1.9.5 Any association, club or body not affiliated to a Provincial Body or to Cycling SA and which wishes to hold a cycling event shall comply with the following requirements:

- (a) The applicant shall apply for and be issued with an Event Organisers Licence.
- (b) The applicant shall submit to the secretary of the Provincial Body affiliated in the area of jurisdiction in which it is proposed to hold such meeting or competition, a written or online application for permission to host a cycling event and shall give full particulars of the programme and the various events.
- (c) An application to host a cycling event shall be submitted to Cycling SA for ratification or amendment at the annual Calendar Fixture Meeting.
- (d) Cycling SA may in its sole discretion refuse to grant permission or grant a permit to any such applications, for any reason they may consider justifiable.
- (e) All associations, clubs or other bodies not affiliated to Cycling SA to whom a permit has been granted, shall state on their advertisements, programmes, etc., that such a permit has been issued.
- (f) The organiser of any such meeting shall, after the meeting, send two copies of the programme (duly completed with results) to the secretary of the Provincial Body in whose jurisdiction the event took place and who shall, in turn, forward one copy to the Secretary of Cycling SA.
- (g) Cycling events not sanctioned by Cycling SA shall not be permitted to take place.

SECTION 2: EVENTS

1.10 RULES GOVERNING CYCLING EVENTS

- 1.10.1 Any violation of the Rules and Regulations of Cycling SA or the UCI by the organiser of any cycling event, irrespective of whether that event has been sanctioned, may be penalised by Cycling SA in terms of the UCI Regulations.
- 1.10.2 Any person, association, club or managing body advertising or claiming without having obtained prior authority of Cycling SA, that a cycling event is to be held under the Rules and Regulations of Cycling SA or the UCI shall be dealt with as EXCO deems fit.
- 1.10.3 The inclusion of a cycling event on the National Calendar means that its organisation has been authorised, but does not imply that Cycling SA or the UCI undertake the responsibility for it. (See UCI Rule 1.2.037)
- 1.10.4 Once the National Calendar has been fixed, any additional events will be considered for a specific calendar year with the prior approval of Cycling SA in consultation with the relevant provincial and regional affiliates.
- 1.10.5 It is the sole responsibility of an Event Organiser to be aware of and comply with all South African National, Provincial and Municipal legislation and regulations including amendments thereto pertaining to the conduct and holding of sporting events, including ALL cycling events. By making application to Cycling SA for a cycling event to be sanctioned, the Event Organiser takes full responsibility for understanding and complying with such legislation which includes but is not limited to the following:
- (a) National Road Traffic Act, 93 of 1996 (particularly Regulation 317).
 - (b) Disaster Management Act, 57 of 2002.
 - (c) Occupational Health and Safety Act, 85 of 1993.
 - (d) South African National Standard: Health & Safety at Events – Requirements SANS 10366:2012.
 - (e) Safety at Sports and Recreational Events Act, 2 of 2010.
 - (f) National Environmental Management Act, 107 of 1998.
 - (g) Consumer Protection Act, 68 of 2008 (particularly in the case where additional products are being added – e.g. photographs, etc.)
 - (h) Liquor Act, 59 of 2003 should these services be provided.
- 1.10.6 In addition to any other requirements, basic authorisation to host any cycling event is required from:
- (a) National Federation (Cycling SA)
 - (b) Provincial affiliates or other bodies affiliated to Cycling SA.
 - (c) Disaster Management Centres.
 - (d) South African Police Service.
- 1.10.7 It is the responsibility of an Event Organiser to be aware of, and familiar with, the guidelines and requirements of the UCI and Cycling SA.

1.11 **PUBLIC LIABILITY INSURANCE**

- 1.11.1 It is compulsory for Event Organisers to indemnify themselves from any civil claims arising out of any accident or injury sustained by a competitor or third party during a sanctioned cycling event. Public liability cover for a one-day period should suffice, except if the event is a multi-day event where all days have to be covered.
- 1.11.2 Event Organisers should understand and, if necessary obtain legal advice, regarding its exposure to claims which may be made against them by cyclists, race officials or other third parties even though each cyclist may sign a waiver against any claims and may indemnify the Event Organiser prior to being accepted as an entrant.
- 1.11.3 It is the responsibility of the Provincial Commissioner of each cycling discipline as well as the Provincial Technical Director to ensure that a public liability insurance policy is in place and a copy may be obtained from the office of Cycling SA to verify details.
- 1.11.4 No public liability insurance – no event.

1.12 **CYCLING SA NATIONAL CALENDAR**

- 1.12.1 In order to organise its tasks effectively, Cycling SA makes use of provincial members as well as external experts when needed. This work piece makes an important contribution to an area which is of vital importance to the sport of cycling, which is practised in areas where dangers are not always easy to control.
- 1.13 Each Provincial Body is affiliated to Cycling SA and governs all levels of cycling in its area of jurisdiction.
- 1.14 Cycling clubs and Event Organisers shall take cognizance that while Cycling SA has no authority over traffic authorities or any other legislative body written permission to stage any cycling event shall be obtained from the province. Over and above the Rules and Regulations of Cycling SA and the UCI, the provisions of any relevant legislation needs to be adhered to.
- 1.15 Each Provincial Body shall compile an annual race calendar for its province. The calendar applications shall reach Cycling SA for final approval by no later than 31 August annually so that the annual race calendar for the following year can be compiled. Any application made after 31 August shall be considered provided that those application received before 31 August shall have preference. All applications shall be approved by the respective provincial or regional affiliate
- 1.16 The application process will be done online and Event Organisers wanting to do so manually should request the assistance of their associated affiliated body.
- 1.17 Cycling SA sanctions the respective races by including it in its annual calendar as prescribed by the UCI.

SECTION 3: TECHNICAL OVERVIEW

1.18 APPOINTMENT OF TECHNICAL OFFICIALS

- 1.18.1 Cycling SA and each Province will appoint the officials to regulate sanctioned cycling events as set out in Part 7 of the Rules and Regulations of Cycling SA.
- 1.18.2 The following persons shall not be appointed as Commissaire or as a race official at any event sanctioned by Cycling SA:
- (a) The President or Vice President of Cycling SA.
 - (b) The organiser of the event concerned.
 - (c) Any person directly or indirectly involved in the organisation of such event concerned.
 - (d) Any person who is employed by the event organiser to perform tasks for the event organiser, outside of the responsibilities of a race Commissaire or Cycling SA Official;

1.19 NATIONAL CHAMPIONSHIPS

- 1.19.1 Entries to the National Championships must either be submitted to the respective Provincial Secretary where a cyclist resides or must be completed in full on the prescribed forms or entered via the online entry system of Cycling SA.
- 1.19.2 All cyclists must be in possession of a valid Full Racing Licence or International Licence for the respective discipline at the time of entry.
- 1.19.3 Pre-entries will not be accepted without the entry fee.
- 1.19.4 No event organiser shall enter or advertise any cyclist who has not submitted an entry form for acceptance, or has been given notice that the cyclist will compete.
- 1.19.5 The use of the official Cycling SA entry form or system is compulsory for all National Championship events.
- 1.19.6 Any cyclist failing to start a race for which that cyclist has been entered, without an acceptable reason or doctors certificate will be disqualified from the rest of the National Championships and may be liable to a fine.
- 1.19.7 Gold, silver and bronze medals shall be presented as provided for in the Rules of each discipline.
- 1.19.8 The colours of jerseys for the different categories is reflected in Annexure "A":

1.20 PRIZES

- 1.20.1 Prize giving will commence within 30 minutes to one hour after completion of the UCI category events.

- 1.20.2 The Event Organiser must take note that events run under schools may not be awarded prize money but if run under youth riders prize money may be awarded.

1.21 **LICENCE RETENTION**

- 1.21.1 An Event Organiser may not hold a licence as a deposit against the safe return of racing numbers issued by them but may ask for a refundable cash deposit.

1.22 **ACCIDENTS / ABILITY TO COMPETE**

- 1.22.1 Any cyclist shall be required, upon request, to furnish a medical certificate to a Cycling SA official to the effect that the cyclist is medically fit to take part in a cycling event and the onus shall be on the cyclist to satisfy the Cycling SA official that he or she is medically fit to compete, failing which such cyclist shall be precluded from competing.

- 1.22.2 Should any accident or incident occur at a Cycling SA sanctioned event, a full report shall be submitted by the following person(s), within 48 hours of the event completion or as soon as is practically possible thereafter:

- (a) President Commissaire
- (b) Event Organiser
- (c) Medical service provider
- (d) Event Safety officer

- 1.22.3 In no case can Cycling SA and its officials be held liable for any defects in the racecourse or installations at a cycling event or for any accidents that may occur and neither the cyclist, the Event Organiser nor any other third party will be entitled to lay a claim against Cycling SA or its officials.

This Part 1 of the Rules of Cycling was adopted by the Ordinary Members of Cycling SA at the Annual General Meeting of Cycling South Africa held on 17 February 2018.

Annexure “A”

	ROAD	TRACK	MTB Marathon	MTB Cross country	MTB Downhill	BMX	PARA
White	Junior Men Junior Women U23 Men U23 Women Elite Men Elite Women	Junior Men Junior Women Elite Men Elite Women	Junior Men Junior Women Elite Men Elite Women	Junior Men Junior Women U23 Men, U23 Women Elite Men Elite Women	Junior Men Junior Women Elite Men Elite Women	Elite Men Elite Women	All
Blue	All masters (vets)	All masters (vets)	All masters (vets)	All masters (vets)	All masters (vets)		
Red	U17 and younger – only medals	U17 and younger – only medals	U17 and younger – only medals	U17 and younger – only medals	U17 and younger – only medals		
Orange	Student		Student	Student	Student		